TEXAS PUBLIC FINANCE AUTHORITY

BOARD OF DIRECTORS:
Billy M. Atkinson, Jr., Chair
Ramon Manning, Vice Chair
Jay A. Riskind, Secretary
Lance S. Etcheverry
Larry G. Holt
Shanda G. Perkins
Benjamin E. Streusand

EXECUTIVE DIRECTOR
Lee Deviney

MAILING ADDRESS:
Post Office Box 12906
Austin, Texas 78711-2906
PHYSICAL ADDRESS:
300 West 15th Street, Suite 411
Austin, Texas 78701
TELEPHONE: (512) 463-5544
FACSIMILE: (512) 463-5501

TO: Texas State Agencies and Institutions of Higher Education

DATE: August 1, 2026

RE: Procedures for Submitting a Request for Financing to the Texas Public Finance Authority

The following information is provided to assist TPFA client agencies with submitting a request for financing for the current FY 2026-2027 biennium.

Request for Financing – Submission Requirements

TPFA Administrative Rules require an agency to submit a Request for Financing to the TPFA Board prior to the issuance of debt financing instruments, including bonds and commercial paper notes.

The Request for Financing must include:

1. A cover letter addressed to the TPFA Executive Director or Board Chairman that specifies the dollar amount of the requested funding, and the legal authority for debt financing and/or the appropriation for the requested project;
2. A resolution adopted by the client agency's governing body, board or commission authorizing submission of the Request for Financing and a maximum amount of debt issuance for the request;
3. A project description for the project;
4. A project budget that identifies expenditures to be financed;
5. An estimated expenditure schedule (including the first date the agency estimates expending debt proceeds and the estimated project completion date); and
6. An affirmation that debt proceeds will only be used for an authorized state or local government purpose.

Requests for Financing must be submitted at least 30 days prior to being considered at a TPFA Board Meeting. A financing request that does not contain sufficient information to be adequately evaluated by TPFA staff, or which is otherwise incomplete, will be deferred to a subsequent Board meeting, unless such deficiency is cured at least 14 days prior to the TPFA Board meeting.

Requests for Financings may be submitted by email to bondteam@tpfa.texas.gov or by mail to TPFA, Attn: Financing Request Group, PO Box 12906, Austin, Texas 78711-2906.

TPFA Board Meetings

TPFA Board meetings generally are held on the first Thursday of each month. A tentative TPFA Board meeting schedule and submission schedule for the FY 2026-2027 biennium are provided below.

Advance notice that your agency is planning to submit a financing request is recommended and will facilitate the timely consideration of the Request for Financing. Before submitting a financing request, please confirm TPFA Board meeting dates with TPFA staff.

Unless notified by TPFA staff that attendance is not required, an agency representative must attend each TPFA Board meeting that the agency's financing request is considered. If an agency representative is not in attendance and the agency's attendance has not been excused, the TPFA Board will not consider the financing request.

Fiscal Year 2027 Tentative TPFA Board Meeting Schedule

Request for Financing Submission	Tentative TPFA Board Meeting*
9/1/2026	10/1/2026
10/6/2026	11/5/2026
11/3/2026	12/3/2026
12/8/2026	1/7/2027
1/5/2027	2/4/2027
2/2/2027	3/4/2027
3/2/2027	4/1/2027
4/6/2027	5/6/2027
5/4/2027	6/3/2027
6/1/2027	7/1/2027
7/6/2027	8/5/2027

* Any changes to this schedule will be noted on the TPFA website at www.tpfa.texas.gov.

Bond Review Board

TPFA staff will prepare and submit the Bond Review Board (BRB) Notice of Intent to Issue Debt and the BRB Application related to your Request for Financing. The BRB meeting schedule as currently posted on the BRB website (www.brb.texas.gov) is included below. However, the schedule is subject to change by the BRB.

Bond Review Board Meeting Schedule

Meeting Month	Notice of Intent Due	Application Due	Planning Session	Board Meeting
September 2026 (FY27)	8/20/2026	8/24/2026	9/8/2026	9/17/2026
November 2026 (FY27)	10/22/2026	10/26/2026	11/10/2026	11/19/2026
January 2027 (FY27)	12/24/2026	12/28/2026	1/12/2027	1/21/2027
March 2027 (FY27)	2/18/2027	2/22/2027	3/9/2027	3/18/2027
May 2027 (FY27)	4/22/2027	4/26/2027	5/11/2027	5/20/2027
July 2027 (FY27)	6/24/2027	6/28/2027	7/13/2027	7/22/2027

If the requesting agency or entity has difficulties or conflicts regarding submission or meeting dates, please contact TPFA Executive Director, Lee Deviney.

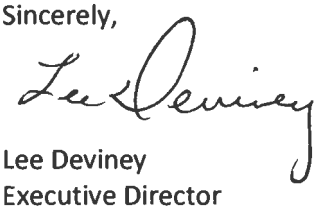
TPFA Staff Contacts

A list of staff contact information is located below should your agency have any questions about the preparation or submittal of a request for financing.

Lee Deviney, Executive Director	Lee.deviney@tpfa.texas.gov	512-463-9433
Kevin Van Oort, General Counsel	Kevin.vanoort@tpfa.texas.gov	512-463-5681
John Hernandez, Deputy Director	John.hernandez@tpfa.texas.gov	512-463-3101
Pamela, Director of Business Administration	Pamela.scivicque@tpfa.texas.gov	512-463-3141
Matthew Berry, Senior Financial Analyst	Matthew.berry@tpfa.texas.gov	512-463-8297

We look forward to working with your agency on its upcoming financing requests.

Sincerely,



Lee Deviney
Executive Director